



# **MAMILAKA YA MAPATO TANZANIA**

**UGAWAJI WA VITAMBULISHO VYA  
WAFANYABIASHARA WADOGO NA WATOA  
HUDUMA KWA MWAKA 2021 NA MIAKA  
IJAYO**

**11 FEBRUARI 2021**



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# 1.0 UTANGULIZI

- Zoezi la ugawaji wa vitambulisho kwa wafanyabiashara wadogo maarufu kwa jina la Machinga lilianzishwa na Mheshimiwa Rais wa Jamhuri ya Muungano wa Tanzania, **Dr. John Pombe Joseph Magufuli** tarehe 10 Desemba 2018.
- Lengo likiwa, ni kuliandaa na kulikuza kundi hili la wafanyabiashara linalojishughulisha na kazi za kiuchumi ili siku za usoni, baada ya kukua kwa biashara zao, liingizwe kwenye wigo rasmi wa kodi kwa mujibu wa Sheria



# UTANGULIZI unaendelea...

- Majukumu ya usimamizi
- Majukumu ya usimamizi wa vitambulisho yamegawanywa katika mafungu mawili;
  - Jukumu la kuwatambua, kuhamasisha na kugawa vitambulisho kwa waombaji litakuwa chini ya Serikali za Mitaa.
  - TRA itakuwa na jukumu la kuchapisha na kuhasibu mapato yatokanayo na Ada za vitambulisho.



# UTANGULIZI unaendelea...

## □ Upokeaji, Uchapishaji na Usambazaji

- Maombi ya kitambulisho yatapokelewa katika Mkoa wa Kodi husika kupitia mfumo wa kielektroniki;
- Meneja wa Mkoa wa Kodi atahitajika kuchapisha na kuandaa vitambulisho baada ya kupokea maombi hayo;
- Baada ya uandaaji wa vitambulisho, Meneja wa Mkoa husika atawajibika kuvisambaza katika Halmashauri husika ili viweze kuwasilishwa kwa Waombaji;



# UTANGULIZI unaendelea...

- Vilevile, Meneja wa Mkoa wa Kodi husika atatakiwa kuandaa taarifa kila mwezi ya vitambulisho vilivyotolewa na kuwasilisha Ofisi ya Mkuu wa Mkoa husika;
- Muombaji atatakiwa kuchukua kitambulisho katika Ofisi ya Halmashauri husika.



## 2.0 TAFSIRI YA MFANYABIASHARA MDOGO NA MTOA HUDUMA MDOGO

- Kwa mujibu wa **Sheria ya Kodi ya Mapato, Sura ya 332**, kama ilivyofafanuliwa kwenye Jedwali la Kwanza la Sheria hiyo ni yule ambaye mauzo ghafi ya bidhaa, huduma au vyote kwa pamoja, hayazidi kiasi cha **Fedha za Kitanzania Shilingi Milioni Nne Tu (TZS 4,000,000/=)** kwa mwaka
- Awe hajasajiliwa kama mfanyabiashara na kupewa **TIN ya biashara** na TRA
- **Mauzo ghafi**, ni jumla ya mauzo yote yanayofanyika bila kutoa gharama za uzalishaji wa bidhaa au huduma (au vyote kwa pamoja) zinazotolewa.
- Mauzo ghafi ni tofauti na **mtaji** au **faida** anayoipata mfanyabiashara.

### **3.0 SHERIA HUSIKA KWA WAFANYABIASHARA WADOGO NA WATOA HUDUMA WADOGO**

- Kifungu cha **22A (1)** cha Sheria ya Usimamizi wa Kodi ya mwaka 2015, Sura ya 438 (R.E 2017) kinamtaka Kamishna Mkuu wa Mamlaka ya Mapato Tanzania (TRA), kuwatambua na kuwasajili wafanyabiashara wadogo na watoa huduma wadogo waliopo katika sekta isiyo rasmi.
- Aidha, Kifungu cha **22(A)** cha Sheria tajwa, pia kinamtaka Kamishna Mkuu TRA, kuwapatia kadi za utambulisho wafanyabiashara wadogo na watoa huduma wadogo waliosajiliwa.





### **3.0 SHERIA HUSIKA KWA WAFANYABIASHARA WADOGO NA WATOA HUDUMA WADOGO**

**....Inaendelea**

- Aidha, Kanuni ya 6 (2) ya Kanuni za Usimamizi wa Kodi (Usajili wa Wafanyabiashara Wadogo na Watoa Huduma wadogo) za Mwaka 2020 inamtaka Kamishna Mkuu (TRA) kumpatia Mfanyabiashara mdogo na Mtoa Huduma Mdogo kitambulisho baada ya kukamilisha malipo ya ada ya **Shilingi za Kitanzania Elfu Ishirini tu (TZS 20,000/=)**



## **4.0 UTARATIBU WA UOMBAJI WA VITAMBULISHO**

- Maombi ya kitambulisho yatafanyika kupitia mfumo wa kielektroniki unaopatikana kupitia:-
  - Kupitia tovuti ya Ofisi ya Rais Tawala za Mikoa (TAMISEMI) [www.tamisemi.go.tz](http://www.tamisemi.go.tz);
  - Programu tumizi ya mfumo wa machinga (Machinga App) ambayo inapatikana “play store”.
- Mfumo huo utakuwa na uwezo wa kutoa **namba ya kumbukumbu ya maombi** na **namba ya malipo** baada ya taarifa za Muombaji kukamilika.

## **4.0 UTARATIBU WA UOMBAJI ... Inaendelea**



- Maombi ya kitambulisho yanaweza kufanyika kwa njia zifuatazo;
  - Muombaji ambaye ana kitambulisho cha Taifa au leseni ya Udereva atawezu kujisajili mwenyewe kupitia mtandao [www.tamisemi.go.tz](http://www.tamisemi.go.tz) au simu janja ya mkononi na kufanya usajili mwenyewe;
  - Muombaji ambaye hana kitambulisho cha Taifa au leseni ya udereva atawezu kujisajili kupitia simu janja ya mkononi kwa kupakua Machinga App. na kujisajili mwenyewe na;
  - Kwa wale ambao watashindwa kutumia njia hizo hapo juu, watatakiwa kwenda katika Ofisi za Halmashauri zilizo jirani yao ili waweze kupata msaada wa kujisajili.



# 5.0 MUOMBAJI MWENYE KITAMBULISHO CHA TAIFA (NIN) AU LESENI YA UDEREVA

1. Muombaji ataingia katika tovuti ya Tamisemi [www.tamisemi.go.tz](http://www.tamisemi.go.tz) na kufungua sehemu ya Usajili wa Wamachinga, baada ya ukurasa huo kufunguka atabofya kitufe cha “***Ombo Kitambulisho kipyä***”

**TAMISEMI**

Mwanzo

### MFUMO WA VITAMBULISHO KWA WAFANYABIASHARA WADOGO TANZANIA

Hatua Ya Kupata Kitambulisho

1 Taarifa za msingi

Unaweza kupata kitambulisho kwa kutumia taarifa mbalimbali kama "**namba ya kitambulisho cha taifa (NIDA)**, **namba ya Leseni ya udereva au kupandisha picha**"

2 kujaza fomu

Fomu hii inakapatika kwa **kubofya kitufe cha kijani** kilichoandikwa (**Ombo Kitambulisho Kipyä**) ili kupata fomu ya kujaza pamoja na kusibitisha taarifa zako. Baada ya kujaza taarifa na kusibitisha utawasilisha maombi.

Hatua Mbalimbali

Ombo Kitambulisho kipyä    Taarifa ya Maombi yako    Taarifa ya Malipo yako

Hatua Ya Kupata Kitambulisho

3 Kufanya Malipo

Baada ya kuwasilisha maombi utapata ujumbe wenye namba ya malipo pamoja na kiasi cha kulipia ambacho ni **shiling elfu ishirini (20,000) Tu**. Baada ya malipo utapata ujumbe unaoonyesha malipo yako.

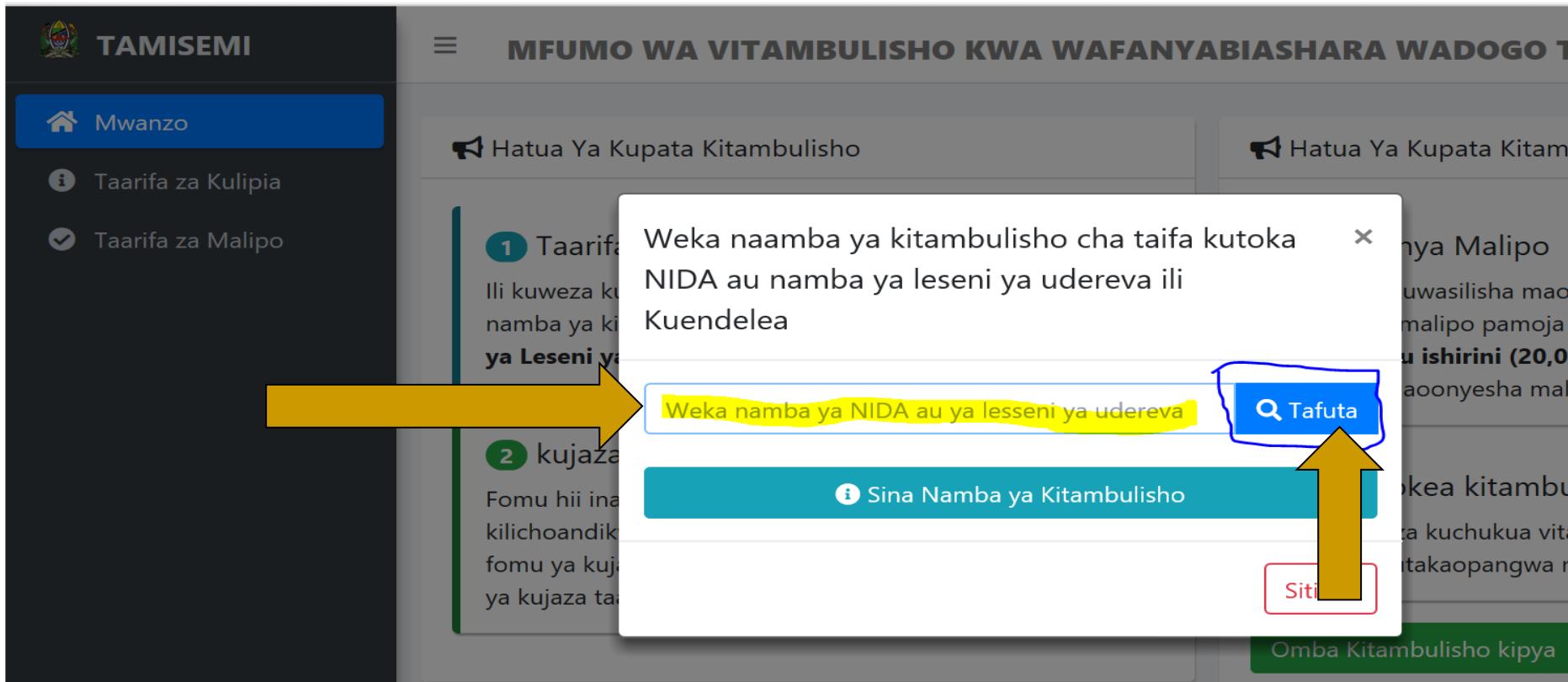
4 Kupokea kitambulisho

Utapata kitambulisho kulingana na utaratibu utakaopangwa na halimashauri husika

A large yellow arrow points to the "Ombo Kitambulisho kipyä" button.

## 5.0 MUOMBADI MWENYE KITAMBULISHO CHA TAIFA (NIN) AU LESENI YA UDEREVA.....

2. Muombaji atatakiwa kuingiza namba ya kitambulisho cha Taifa (NIN) au namba ya Leseni ya Udereva



The screenshot shows the Tanzania Revenue Authority (TRA) website interface. The left sidebar has a dark background with the word "TAMISEMI" at the top. Below it are three menu items: "Mwanzo" (highlighted in blue), "Taarifa za Kulipia", and "Taarifa za Malipo". The main content area has a grey header "MFUMO WA VITAMBULISHO KWA WAFANYABIASHARA WADOGO T..." and two sections below it: "Hatua Ya Kupata Kitambulisho" and "Hatua Ya Kupata Kitam...". A large yellow arrow points from the "Mwanzo" button towards the search input field. A callout box is overlaid on the page, containing the following text:

Weka naamba ya kitambulisho cha taifa kutoka NIDA au namba ya leseni ya udereva ili Kuendelea

Weka namba ya NIDA au ya lesseni ya udereva

**Tafuta**

The "Tafuta" button is highlighted with a blue border and a yellow arrow pointing upwards towards it. Other visible buttons include "Sina Namba ya Kitambulisho" and "Siti".

## 5.0 MUOMBAJI MWENYE KITAMBULISHO CHA TAIFA (NIN) AU LESENI YA UDEREVA.....

3. Taarifa binafsi za Muombaji zitatokea na Muombaji atatakiwa kujaza taarifa zake kwa usahihi na kisha kubofya “**Wasilisha Maombi**”

The screenshot shows the TAMISEMI application interface. On the left, there's a sidebar with a logo and two menu items: "Mwanzo" (selected) and "Taarifa za Malipo". The main content area has a header "MFUMO WA VITAMBULISHO KWA WAFANYABIASHARA WADOGO TANZANIA". It's divided into two sections: "Taarifa Binafsi" (left) and "Taarifa Za Biashara" (right). In the "Taarifa Binafsi" section, there's a placeholder "Picha" (Photo), "Jinsia" (Gender: MME), "Namba ya Kitambulisho" (Phone: 198 [REDACTED] 23), and "Jina Kamili" (Name: [REDACTED] ITT). In the "Taarifa Za Biashara" section, fields include "Tarehe ya kuzaliwa" (Date of Birth: mm/dd/yyyy), "Namba Ya Simu" (Phone: Mfano: 0712xxxxxx), "Mauzo Kwa Siku" (Place of Birth: Mfano: 10000), "Muda wa Makadirio" (Age: Chagua muda wa maka), "Aina ya Biashara" (Type of Residence: Chagua Aina Ya Biash...), "Mkoa" (Region: Tafadhari Chagua Mkao), "Wilaya" (District: [REDACTED]), "Eneo La Biashara" (Area: [REDACTED]), and a "Sitisha" (Submit) button. A large orange arrow points from the "Taarifa Binafsi" section towards the "Wasilisha Maombi" button in the "Taarifa Za Biashara" section.

## **5.0 MUOMBAJI MWENYE KITAMBULISHO CHA TAIFA (NIN) AU LESENI YA UDEREVA.....**

- Baada ya kuwasilisha maombi, Muombaji atatumiwa namba ya kumbukumbu ambayo atatakiwa kuitunza kwani atatakiwa kutaitumia ili kupata taarifa za maombi na malipo yake.
- Vilevile, baada ya kuwasilisha maombi atatumiwa ujumbe mfupi kwenye simu yake, utakaonyesha bili pamoja na namba ya malipo kwa ajili ya kufanya malipo kupitia mfumo wa malipo wa serikali.



## 5.0 MUOMBAJI MWENYE KITAMBULISHO CHA TAIFA (NIN) AU LESENI YA UDEREVA.....

4. Kujua taarifa za maombi au malipo , Muombaji atatakiwa kubofya “*Taarifa ya maombi yako*” au “*Taarifa ya malipo yako*”.

The screenshot shows the TAMISEMI website interface. The top navigation bar includes links for 'TAMISEMI', 'Mwanzo' (Home), and 'MFUMO WA VITAMBULISHO KWA WAFANYABIASHARA WADOGO TANZANIA'. The main content area is titled 'Hutua Ya Kupata Kitambulisho' and lists four steps:

- 1 Taarifa za msingi**  
Unaweza kupata kitambulisho kwa kutumia taarifa mbalimbali kama "namba ya kitambulisho cha taifa (NIDA) , namba ya Leseni ya udereva au kupandisha picha"
- 2 kujaza fomu**  
Fomu hii inakapatika kwa **kubofya kitufe cha kijani** kilichoandikwa (*Omba Kitambulisho Kipyä*) ili kupata fomu ya kujaza pamoja na kusibitisha taarifa zako. Baada ya kujaza taarifa na kusibitisha utawasilisha maombi.
- 3 Kufanya Malipo**  
Baada ya kuwasilisha maombi utapata ujumbe wenye namba ya malipo pamoja na kiasi cha kulipia ambacho ni **shiling elfu ishirini (20,000) Tu**. Baada ya malipo utapata ujumbe unaoonyesha malipo yako.
- 4 Kupokea kitambulisho**  
Utapata kitambulisho kulingana na utaratibu utakaopangwa na halimashauri husika

Below these steps, there is a section titled 'Hutua Mbalimbali' with three buttons: 'Omba Kitambulisho kipyä' (highlighted with a blue box and arrow), 'Taarifa ya Maombi yako', and 'Taarifa ya Malipo yako'.

## 5.0 MUOMBAJI MWENYE KITAMBULISHO CHA TAIFA (NIN) AU LESENI YA UDEREVA.....

5. Muombaji atatakiwa kuweka namba ya kumbukumbu aliyotumiwa awali na kubofya “**Tafuta**”

The screenshot shows a user interface for tax declaration. On the left, a vertical sidebar has a green header 'TAMISEMI' with a logo and a blue 'Mwanzo' button. The main content area has a grey header 'MFUMO WA VITAMBULISHO KWA WAFANYABIASHARA WADOGO TANZANIA'. Below it, a white box contains an information icon and the text 'Jinsi ya kupata taarifa za Kufanya malipo'. A green vertical bar labeled '(Muhimu)' is on the left. In the center, there's a text input field with the number '504545' and a teal 'Tafuta' button. A large orange arrow points from the bottom left towards the 'Tafuta' button, which is also enclosed in a blue rounded rectangle. A yellow arrow points upwards from the bottom right towards the same button.

Jinsi ya kupata taarifa za Kufanya malipo

**(Muhimu)**

Kupata taarifa za kulipia ingiza namba ya maombi uliopewa wakati unawasilisha maombi ya kuomba kitambulisho

504545

**Tafuta**

# 5.0 MUOMBAJI MWENYE KITAMBULISHO CHA TAIFA (NIN) AU LESENI YA UDEREVA.....



6. Muombaji atapata taarifa zake kama inavyoonekana hapa chini:

TAMISEMI

Mwanzo

MFUMO WA VITAMBULISHO KWA WAFANYABIASHARA WADOGO TANZANIA

Jinsi ya kupata taarifa za Kufanya malipo

(Muhimu)  
Kupata taarifa za kulipia ingiza namba ya maombi uliopewa wakati unawasilisha maombi ya kuomba kitambulisho

564544

Tafuta

Taarifa za malipo

Ndugu HAMIDU MAJALLAH ATHUMANI  
Maombi yako ya Kitambulisho cha wafanyabiashara na watoa huduma wadogo yalipokelewa tarehe  
20/01/2021  
Maombi yako Bado hayajalipiwa  
Taarifa ya malipo

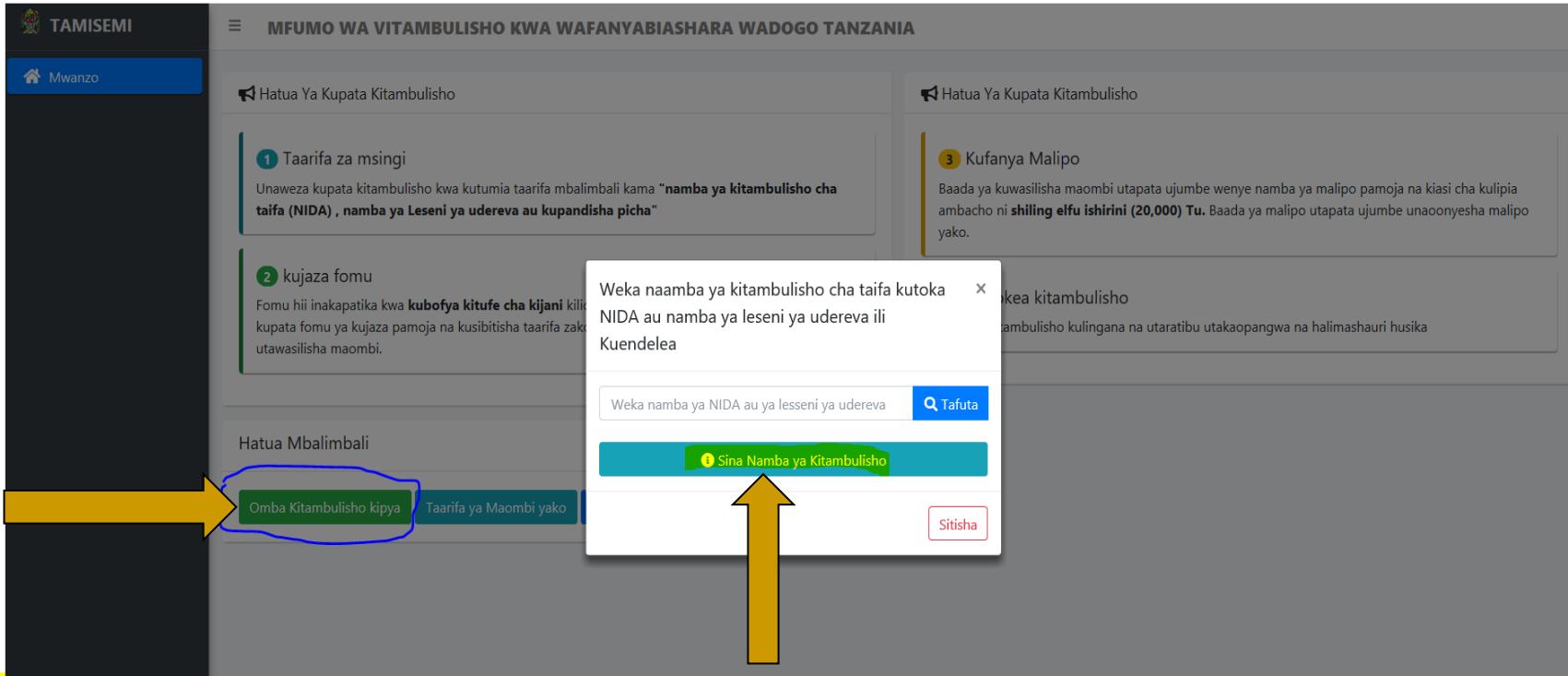
Namba za Malipo	991840221827
Kiasi cha Malipo	20000

Lipia mapema ili upate kitambulisho chako.  
Asante.

# 6.0 MUOMBAJI AMBAYE HANA KITAMBULISHO

## ➤ Maombi kwa kupitia tovuti,

1. Muombaji ataingia na kuchagua usajili wa Wamachinga na kubofya “***Ombo Kitambulisho Kipy***” kisha “***Sina Kitambulisho***”.



The screenshot shows the TAMISEMI website interface for calculating tax on a bill of lading (Kitambulisho). The main page title is "MFUMO WA VITAMBULISHO KWA WAFANYABIASHARA WADOGO TANZANIA". The navigation bar includes "TAMISEMI", "Mwanzo", and "Hataua Ya Kupata Kitambulisho". The main content area is divided into two sections: "Hataua Ya Kupata Kitambulisho" and "Hataua Ya Kupata Kitambulisho".

**Section 1: Hataua Ya Kupata Kitambulisho**

- 1 Taarifa za msingi:** Unaweza kupata kitambulisho kwa kutumia taarifa mbalimbali kama "namba ya kitambulisho cha taifa (NIDA), namba ya Leseni ya udereva au kupandisha picha"
- 2 kujaza fomu:** Fomu hii inakapatika kwa **kubofya kitufe cha kijani** kili kupata fomu ya kujaza pamoja na kusibitisha taarifa zaka utawasilishaa maombi.

**Section 2: Hataua Ya Kupata Kitambulisho**

- 3 Kufanya Malipo:** Baada ya kuwasilisha maombi utapata ujumbe wenye namba ya malipo pamoja na kiasi cha kulipia ambacho ni **shilling elfu ishirini (20,000) Tu**. Baada ya malipo utapata ujumbe unaoonyesha malipo yako.

A modal window is open, showing the calculation process:

Weka naumba ya kitambulisho cha taifa kutoka NIDA au namba ya leseni ya udereva ili Kuendelea

Weka namba ya NIDA au ya lesseni ya udereva

**1 Sina Namba ya Kitambulisho**

A yellow arrow points from the "Ombo Kitambulisho Kipy" button on the main page to the "Sina Namba ya Kitambulisho" button in the modal window.



## 6.0 MUOMBAJI AMBAYE HANA KITAMBULISHO ...

2. Muombaji atajaza taarifa zake kwa usahihi kwenye fomu, kisha ataweka picha yake kwa kubofya “**browse**” ikifuatiwa na “**wasilisha maombi**”.

MFUMO WA VITAMBULISHO

Hatua Ya Kupata Kitambulisho

1 Taarifa za hisingi  
Unaweza kupata kitambulisho kwa taifa (NIDA), namba ya Leseni ya

2 kujaza fomu  
Fomu hii inakapatikia kwa **kubofya** kupata fomu ya kujaza pamoja na utawasilishaa maombi.

Hatua Mbalimbali

Omba Kitambulisho kipyta Taarif

Fomu ya Maombi ya Kitambulisho

Pandisha Picha  Picha  Hakun

Namba ya Simu

Jina la Katu

Jinsia

Kiasi cha Makadirio

Aina ya Biashara

Wilaya

Jina la Mwanzo

Jina la Mwisho

Tarehe ya kuzaliwa

Muda wa Makadirio

Mkoa

Eneo La Biashara

**Wasilisha Maombi**

Sitisha

TRA TANZANIA REVENUE AUTHORITY

## **6.0 MUOMBAJI AMBAYE HANA KITAMBULISHO**



- **Maombi kwa kupitia Simu janja ya Mkononi (Mobile APP),**
  - Njia hii ya maombi, Muombaji atatachia kuwa na simu ya mkononi yenyewe mfumo wa aina ya “Android”.
  - Atatakiwa kwenda kwenye sehemu ya kuhifadhi mifumo mbalimbali ya simu “Appstore” na kupakua mfumo wa “Application ya “machinga” na kiiweka kwenye simu yake.

## 6.0 MUOMBAJI AMBAYE HANA KITAMBULISHO

1. Muombaji atafungua **Application ya Machinga** iliyopo kwenye simu yake, na kubofya “*Ombo Kitambulisho*”;





## 6.0 MUOMBAJI AMBAYE HANA KITAMBULISHO

2. Muombaji atatakiwa kuweka namba yake ya simu, na kubofya "*Endelea*";

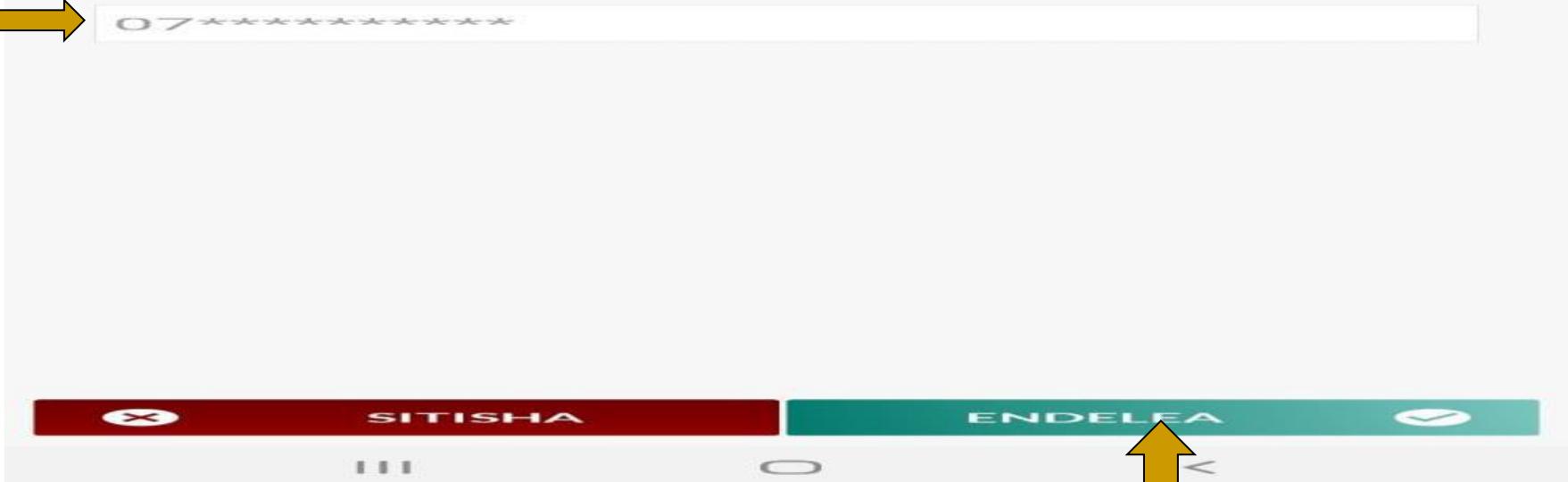


**Namba ya Simu**

Ili kufanikisha upatikanaji wa kitambulisho cha mfanyakibashara, Tafadhalli weka namba yako ya simu. Namba hii itahitajika kipindi upotezapo kitambulisho au kukufikishia taarifa muhimu.

**Namba ya simu**

07\*\*\*\*\*





## 6.0 MUOMBAJI AMBAYE HANA KITAMBULISHO

3. Muombaji atatakiwa kubofya “**Sina Kitambulisho**” na kisha “**Endelea**”;



### Kitambulisho

Ili kukamilisha zoezi la usaili wa Kitambulisho cha mfanyakia shara tafadhalii chagua kitambulisho kimojawapo ulichonacho hapo chini



LESSENI YA UDEREVA



KITAMBULISHO CHA TAIFA



SINA KITAMBULISHO



SITISHA





## 6.0 MUOMBAJI AMBAYE HANA KITAMBULISHO

3. Muombaji atatakiwa kubofya “*Piga Picha*” au “*Chagua Iliyopo*”;



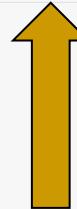
**Picha ya kitambulisho**

Tafadhalii piga picha kwa ajili ya kitambulisho chako cha mfanyakiareshara, Unaweza pia ukachagua picha ya passport iliyopo katika simu yako. Angalia vitufe hapo chini.



**PIGA PICHA**

**CHAGUA ILIYOPPO**



**SITISHA** **ENDELEA**

III

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## 6.0 MUOMBAJI AMBAYE HANA KITAMBULISHO

- Muombaji atatakiwa kuchagua “**Mkoa**”, “**Wilaya**” na “**eneo la biashara**” kisha bofya “**endelea**”

The screenshot shows a mobile application interface for tax declaration. At the top, there is a banner with a photograph of a busy market scene and the text "Taarifa za Awali". Below the banner, there are several input fields:

- Jina la kwanza**: An input field with a placeholder icon.
- Jina la katiba**: An input field with a placeholder icon.
- Jina la ukoo**: An input field with a placeholder icon.
- Tarehe ya Kuzaliwa :: Siku/Mwezi/Mwaka**: A dropdown menu currently showing "Siku/Mwezi/Mwaka" with a calendar icon.
- Jinsia**: A dropdown menu currently showing "-- CHAGUA --" with a dropdown arrow icon.

At the bottom of the screen, there is a navigation bar with three buttons: a red button with a white "X" icon labeled "SITISHA", a green button with a white checkmark icon labeled "ENDELEA", and a yellow button with a white arrow icon labeled "SITISHA".



## 6.0 MUOMBAJI AMBAYE HANA KITAMBULISHO

5. Muombaji atatakiwa kujaza taarifa zake kwa sahihi na kubofya “**endelea**” baada ya kukamilisha ujazaji;

The screenshot shows a mobile application interface for the Tanzania Revenue Authority (TRA). At the top, there is a banner with a photograph of many people gathered outdoors, possibly at a service center. Below the banner, the text "Eneo la Biashara" is displayed.

The interface consists of several dropdown menus:

- Mkoa uliopo:** DODOMA
- Wilaya uliyopo:** BAHI
- Eneo la Biashara / Huduma:** ILINDI

At the bottom of the screen, there is a navigation bar with three items: "SITISHA" (highlighted in red), "ENDELEA" (highlighted in green), and a third item represented by a checkmark icon. Below the navigation bar are three small icons: a red square with an "X", a white circle, and a left arrow.



## 6.0 MUOMBAJI AMBAYE HANA KITAMBULISHO

6. Muombaji atatakiwa kuchagua “aina ya biashara”, “muda wa makadirio” na“mauzo” kisha bofya “endelea”;

A screenshot of a mobile application interface. At the top, there is a banner with a photograph of a group of people in a market-like setting. Below the banner, the title "Taarifa za Biashara" is displayed. The main content area contains three data entries, each consisting of a label and a value:

- Aina ya biashara  
VIATU NA MABEGI
- Muda wa Makadirio  
MWAKA
- Mauzo Kwa Siku  
4000000

At the bottom of the screen, there is a navigation bar with several icons and labels: a circular icon with a minus sign, "SITISHA" in white text on a red background, a circular icon with a plus sign, "ENDELEA" in white text on a green background, a circular icon with a checkmark, and a left arrow icon.



## 6.0 MUOMBAJI AMBAYE HANA KITAMBULISHO

7. Muombaji atapokea namba ya kumbukumu ya maombi na kutakiwa kuihifadhi sehemu salama;



### NAMBA YA KUMBUKUMBU

Ombi lako la usajili kwa ajili ya kupata kitambulisho cha mfanyakiareshara limechapokelea. Tafadhalii nakili na kuweka mahali salama namba ya uthibitisho hapo chini.

**564555**





## 6.0 MUOMBAJI AMBAYE HANA KITAMBULISHO

8. Kuweza kuangalia taarifa za maombi, Muombaji atabofya “ *Kumbukumbu Namba*” ;

A screenshot of the MACHINGA mobile application interface. At the top, there is a banner with the text "MACHINGA" and "TIMIZA USAJILI | TIMIZA WAJIBU". Below the banner, there are four rounded rectangular buttons arranged in a 2x2 grid. The top-left button contains a green circle with a white "NEW" icon and the text "OMBIA KITAMBULISHO". The top-right button contains an orange circle with a white bell icon and the text "TAARIFA MUHIMU". The bottom-left button contains a teal circle with a white dollar sign (\$) icon and the text "KUMBUKUMBU NAMBA". The bottom-right button contains a teal circle with a white right-pointing arrow icon and the text "INGIA(MATUMIZI YA OFISI)". A large yellow arrow points from the left towards the "KUMBUKUMBU NAMBA" button. At the bottom of the screen, there is a navigation bar with three icons: a vertical ellipsis ("..."), a central zero ("0"), and a left arrow "<".

MACHINGA  
TIMIZA USAJILI | TIMIZA WAJIBU

NEW  
OMBIA KITAMBULISHO

TAARIFA MUHIMU

KUMBUKUMBU NAMBA

INGIA(MATUMIZI YA OFISI)

...

0

<



## 6.0 MUOMBAJI AMBAYE HANA KITAMBULISHO

### 9. Muombaji ataweka Namba ya kumbukumbu ya maombi kisha kubofya “*Angalia*”



**Namba ya Malipo**

Kupata namba ya malipo tafadhali hakikisha umeshakamilisha usajili wa kitambulisho, kisha weka namba ya kumbukumbu ya ombi la kitambulisho(application number) kujiandikisha hapo chini.

**Namba ya kumbukumbu ya ombi**

\*\*\*\*\*

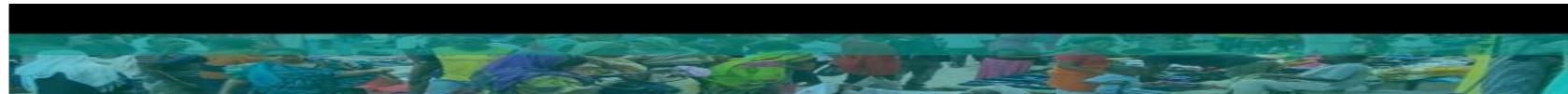
SITISHA

ANGALIA



## 6.0 MUOMBAJI AMBAYE HANA KITAMBULISHO

10. Taarifa za Muombaji zitajitokeza kama inavyoonekana hapa chini;



### Taarifa za malipo

Ndugu **JULIUS JAPHET CHACHESHI**

Maombi yako yalitumwa tarehe

**29/01/2021**

Maombi yako bado hayajalipiwa

#### Taarifa za malipo

<b>Namba ya Ombi</b>	<b>564556</b>
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<b>Namba ya Malipo</b>	<b>991840221928</b>
------------------------	---------------------

<b>Kiasi cha malipo</b>	<b>20000.0</b>
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Lipia mapema ili upate kitambulisho chako. Ahsante

RUDI MWANZO

III

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## **7.0 MFUMO WA NDANI WA KUFANYIA KAZI MAOMBILI YA USAJILI**



- Afisa wa TAMISEMI/TRA atabofya hapa <http://192.168.80.89:8000> na mfumo wa ndani utafunguka;
- Ili kuweza kuingia kwenye mfumo mtumiaji atatakiwa kuwa amesajiliwa na kupatiwa “*jina tambulishi*” na “*neno siri*”

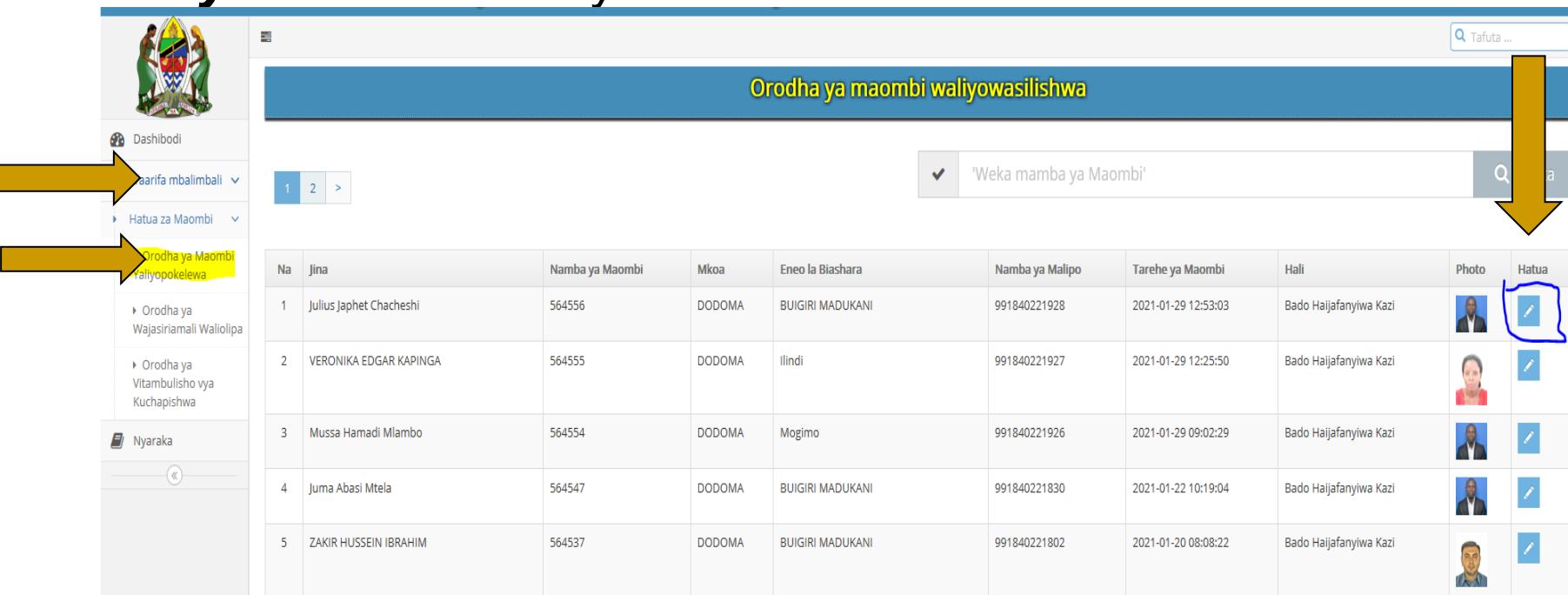
## 7.0 MFUMO WA NDANI WA KUFANYIA KAZI MAOMBILI YA USAJILI...

1. Kuingia kwenye mfumo, mtumiaji atatakiwa kubofya <http://.....> na kuingiza jina jumuishi na neno la siri kisha kubofya “ingia”;



## 7.0 MFUMO WA NDANI WA KUFANYIA KAZI MAOMBI YA USAJILI...

2. Kupitisha au kusitisha Maombi, baada ya kuingia Afisa atatakiwa kubofya “**Taarifa mbalimbali**”, “**hatua za maombi**”, “orodha ya maombi yaliyopokelewa” **kisha bofya kitufe** ndani ya “**Hatua**”

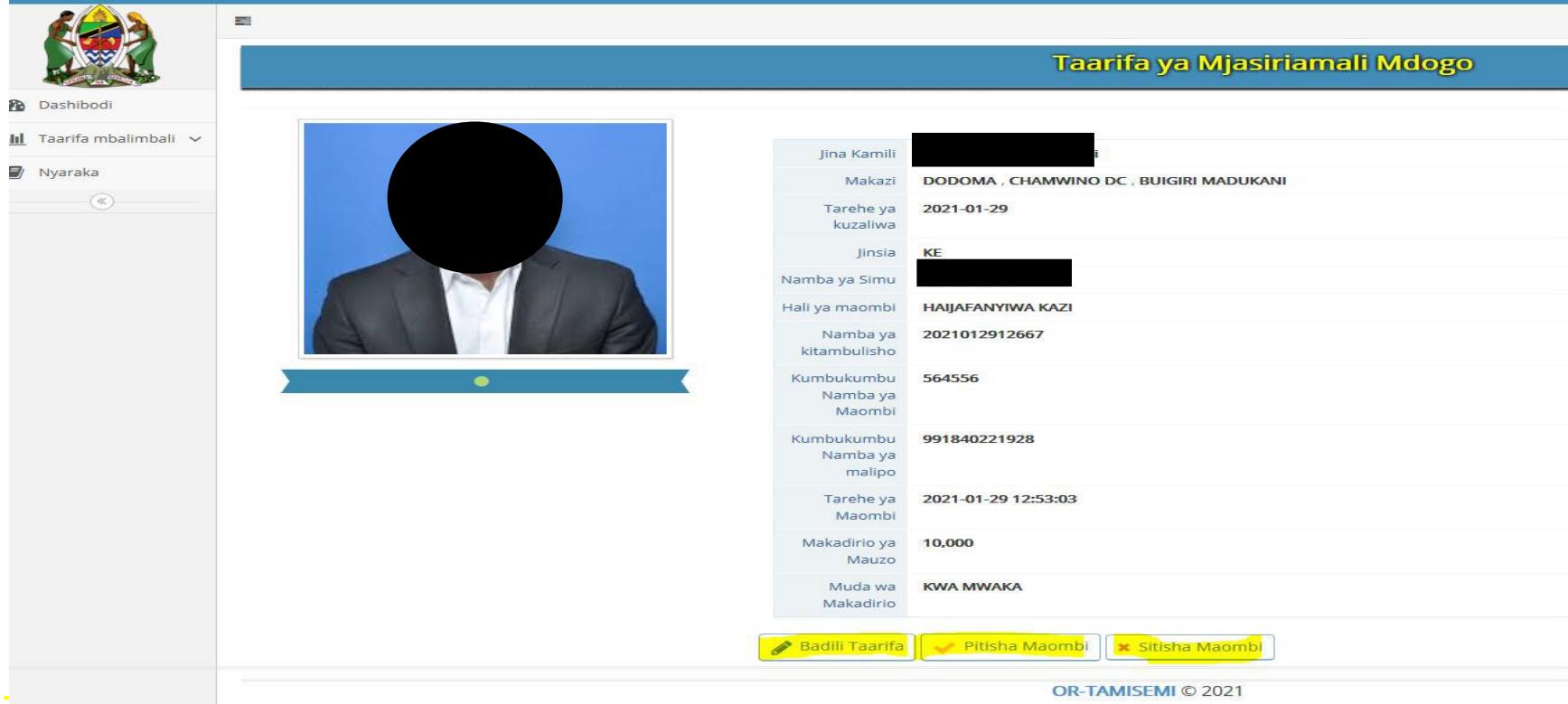


Orodha ya maombi waliyowasilishwa

Naam	Jina	Namba ya Maombi	Mkoa	Eneo la Biashara	Namba ya Malipo	Tarehe ya Maombi	Hali	Photo	Hatua
1	Julius Japhet Chacheshi	564556	DODOMA	BUIGIRI MADUKANI	991840221928	2021-01-29 12:53:03	Bado Hajafanyiwa Kazi		<input type="checkbox"/>
2	VERONIKA EDGAR KAPINGA	564555	DODOMA	Ilindi	991840221927	2021-01-29 12:25:50	Bado Hajafanyiwa Kazi		<input type="checkbox"/>
3	Mussa Hamadi Mlambo	564554	DODOMA	Mogimo	991840221926	2021-01-29 09:02:29	Bado Hajafanyiwa Kazi		<input type="checkbox"/>
4	Juma Abasi Mtela	564547	DODOMA	BUIGIRI MADUKANI	991840221830	2021-01-22 10:19:04	Bado Hajafanyiwa Kazi		<input type="checkbox"/>
5	ZAKIR HUSSEIN IBRAHIM	564537	DODOMA	BUIGIRI MADUKANI	991840221802	2021-01-20 08:08:22	Bado Hajafanyiwa Kazi		<input type="checkbox"/>

## 7.0 MFUMO WA NDANI WA KUFANYIA KAZI MAOMBI YA USAJILI...

3. Afisa atatakiwa kubofya “*Pitisha Maombi*” kwa yale yaliyokidhi vigezo au “*Sitisha Maombi*”, kwa yale yasiyokidhi vigezo;



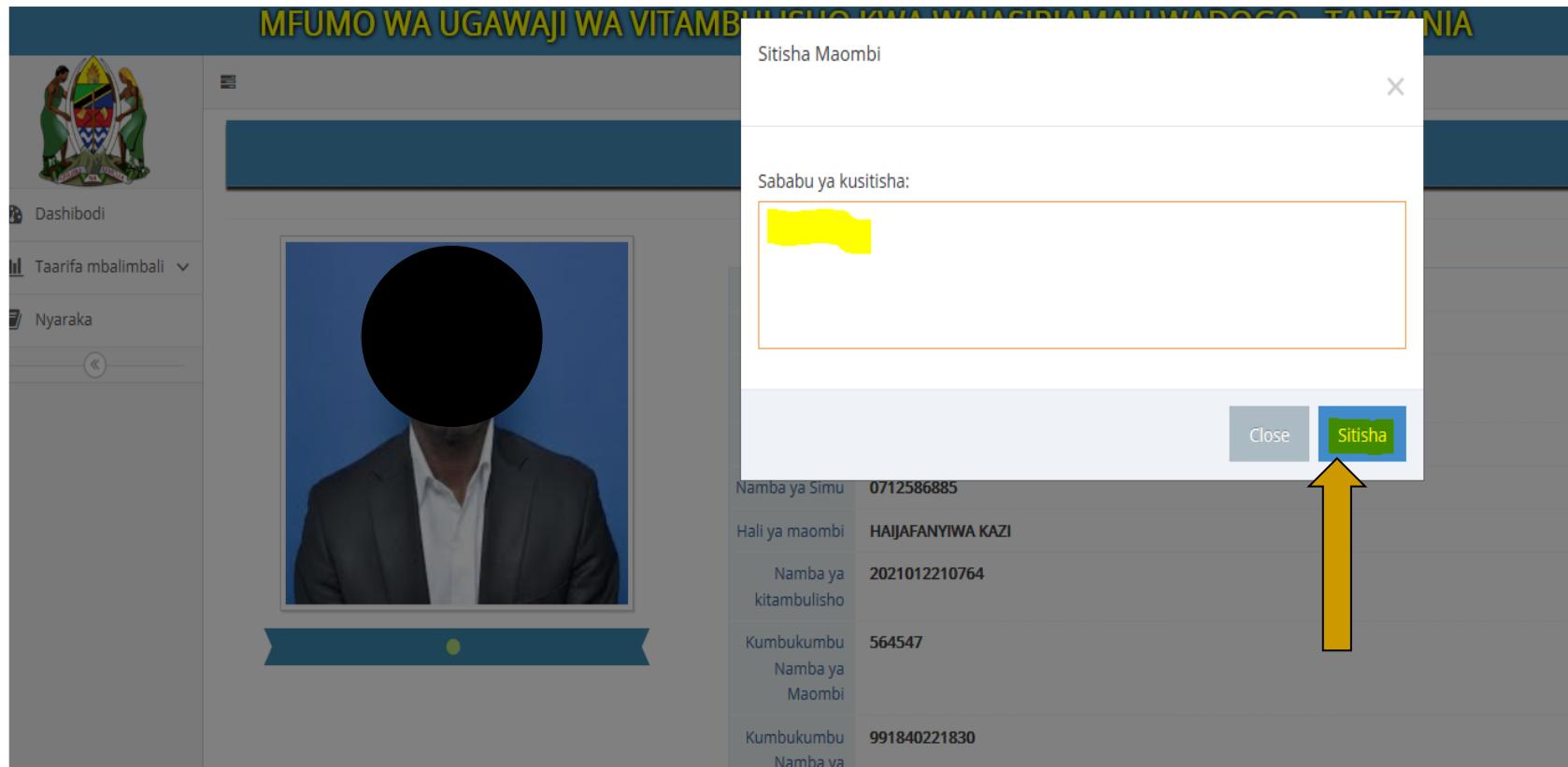
The screenshot shows a user interface for tax declaration. On the left, there's a sidebar with navigation links: DASHBODI, TAARIFA MBALIMBALI (selected), NYARAKA, and LOGOUT. The main area has a blue header bar with the text "TAARIFA YA MJASIRIAMALI MDODO". Below it, there's a placeholder for a photo, followed by a large blue ribbon banner.

Jina Kamili	[REDACTED]
Makazi	DODOMA, CHAMWINO DC, BUGIRI MADUKANI
Tarehe ya kuzaliwa	2021-01-29
Jinsia	KE [REDACTED]
Namba ya Simu	HAIJAFANYIWA KAZI
Hali ya maombi	2021012912667
Namba ya kitambulisho	
Kumbukumbu Namba ya Maombi	564556
Kumbukumbu Namba ya malipo	991840221928
Tarehe ya Maombi	2021-01-29 12:53:03
Makadirio ya Mauzo	10,000
Muda wa Makadirio	KWA MWAKA

At the bottom, there are three buttons: "BADILI TAARIFA" (Change Declaration), "PITISHA MAOMBI" (Pay Self-employed Tax), and "SITISHA MAOMBI" (Pay Self-employed Tax).

## 7.0 MFUMO WA NDANI WA KUFANYIA KAZI MAOMBI YA USAJILI...

4. Endapo Afisa atasitisha maobi atatakiwa kuweka sababu za kusitisha na kisha atabofya “**sitisha**”





## 8.0 HITIMISHO

- Hatua za maboresho zinazochukuliwa sasa na Serikali zinalenga;

***Kuliandaa na kulikuza kundi hili la wafanyabiashara linalojishughulisha na kazi za kiuchumi ili siku za usoni, baada ya kukua kwa biashara zao, liingizwe kwenye wigo rasmi wa kodi kwa mujibu wa Sheria***

- Ni jukumu la kila mdau kushiriki kikamilifu kuwezesha ukuaji wa tabaka hili la wafanyabiashara wadogo na watoa huduma wadogo

# AHSANTENI SANA KWA KUNISIKILIZA

